

# Felony Match, Deaths, Review – DL & SSN

## FELONY MATCH

The Felony Match queue item in your Home Screen displays voters who have been recorded by the Unified Judicial System (UJS) as recently being convicted of a felony.

To process these voters, click the arrow next to Felony Match queue item on your Home Screen and click Select.

Felony Match 19 List												
Voter Link	Voter ID	Name	Residence Address	City	Zip	DOB	DL #	Status	County	Party	Date Added/Updated	
Select	375457	Arnold, Chad J	5610 Doubletree Rd	Rapid City	57702-8995	05/15/1975	01119674	Active	Pennington	IND	7/22/2013 11:36:11 AM	
Select	567243	Burnitt, Ernest Henry	814 Fillmore St	Rapid City	57701-1198	06/23/1988	01144503	Active	Pennington	DEM	3/8/2013 12:34:49 PM	
Select	579721	Clune, Oliver G	730 Allen Ave	Rapid City	57701	05/11/1991	01139971	Active	Pennington	IND	1/7/2013 10:32:34 AM	
Select	68404	Colauata, Christine A	801 Holcomb Ave	Rapid City	57701	10/14/1962	503907981	Active	Pennington	REP	2/14/2013 5:28:19 PM	
Select	283900	Corn, Brandy Karen	2102 6th St	Rapid City	57701-4660	11/07/1976	01059677	Active	Pennington	NPA	2/27/2014 8:59:05 AM	
Select	587624	Danson, Gia R	722 Payton Ct	Rapid City	57702-8155	06/27/1963	00731619	Active	Pennington	REP	3/25/2013 3:00:55 PM	
Select	363099	Holdaway, Jennifer L	6546 Wellington Ct	Rapid City	57702	07/02/1981	00803255	Active	Pennington	NPA	1/7/2013 10:32:34 AM	

You will then see the Validate tab of that voter's record listing the matches found for that voter. The Validate tab will list the matches found for the voter you selected.

There are three different types of matches: Perfect, Probable and Possible.

- Perfect: First name, last name, and social security/driver's license number;
- Probable: First name, date of birth, and social security/driver's license number; or
- Possible: Last name, date of birth, and social security/driver's license number.

In the example below, there are three different aliases for that voter so there are three different probable matches. It does not matter which record you choose.

Voter ID	Name	DL#	SSN	DOB	Age	Last Reg Date	Status	Party	County	Last Voted
375457	Arnold, Chad J	01119674		05/15/1975	39	5/8/2009	Active	IND	Pennington	11/2/2010
<a href="#">Voter Info</a> <a href="#">Edit Voter</a> <a href="#">Absentee</a> <a href="#">Voter History</a> <a href="#">Validate</a> <a href="#">Imaging</a> <a href="#">Change Log</a> <a href="#">Notifications</a> <a href="#">Add To Race</a>										
Type	Report Date	Response	Employee	Match	Bypass	Date Processed	Note			
Felony	04/08/2014	Probable Match		<input type="checkbox"/>	<input type="checkbox"/>	4/8/2014 3:48:45 PM			<a href="#">View Record</a>	<a href="#">Edit</a>
Felony	04/08/2014	Probable Match		<input type="checkbox"/>	<input type="checkbox"/>	4/8/2014 3:48:45 PM			<a href="#">View Record</a>	<a href="#">Edit</a>
Felony	04/08/2014	Probable Match		<input type="checkbox"/>	<input type="checkbox"/>	4/8/2014 3:48:45 PM			<a href="#">View Record</a>	<a href="#">Edit</a>

To view the **Felony Validation Comparison and Matching** screen, click View Record.

**Felony Validation Comparison and Matching**

Close **Next Match**

Items in YELLOW on the left side of screen DO NOT match Voter file Info

**Match**

Date Record was Created 4/8/2014 Match Confidence

Probable Match

Felony Data	VS	Existing Voter Info
Voter ID		Voter Link 375457
Date of Birth	5/15/1975	5/15/1975
Last 4 SSN	6903	
First Name	CHAD	Chad
Middle Name	J	J
Last Name	ARNOLD	Arnold
Name Suffix		
Address	4944 RAINIER CT	5610 Doubletree Rd
City St Zip	BLACK HAWK SD 57718	Rapid City SD 57702
DL #	01359181	01119674 SD
Sentence Date	3/4/2014	
Sentence Expiration	3/4/2019	
Case Number	40CR113-001134	

**No Match**

This screen shows the **Felony Data** received from UJS (red box) and the **Existing Voter Info** (blue box). The items in yellow on the left side DO NOT match the existing Voter File Info. If the **Felony Data** matches your **Existing Voter Info** and you are confident that this is a proper match, click the **Match** button (green box). By clicking the **Match** button, you will move the voter to a Status of “Unregistered Felon” and the Last Registration Date (red oval below) will change to today’s date.

If you click the **No Match** button (black box), the voter will not change and everything for the voter will stay the same. Please note that if you click on **No Match**, you will need to click View Record for each alias that shows on the Validate tab and click **No Match** for that alias or click the **Next Match** button (orange box) and click **No Match** for the following alias. You will also see the Employee who administered the match and the date on the voter’s Validate tab (purple box below).

Voter ID	Name	DL#	SSN	DOB	Age	Last Reg Date	Status	Party	County	Last Voted
375457	◀Arnold, Chad J▶	01119674		05/15/1975	39	4/24/2015	Unregistered Felony	ND	Pennington	11/2/2010
Voter Info		Edit Voter	Absentee	Voter History		Validate	Imaging	Change Log	Notifications	Add To Race
Type	Report Date	Response		Employee		Match	Bypass	Date Processed		Note
Felony	04/08/2014	Probable Match				<input type="checkbox"/>	<input type="checkbox"/>	4/8/2014 3:48:45 PM		<a href="#">View Record</a> <a href="#">Edit</a>
Felony	04/08/2014	Probable Match				<input type="checkbox"/>	<input type="checkbox"/>	4/8/2014 3:48:45 PM		<a href="#">View Record</a> <a href="#">Edit</a>
Felony	04/08/2014	Probable Match		Brandon Johnson		<input checked="" type="checkbox"/>	<input type="checkbox"/>	4/24/2015 1:36:40 PM		<a href="#">View Record</a> <a href="#">Edit</a>

## DEATHS

The Deaths queue item displays the voters that the Department of Health – Vital Statistics has recorded as deceased.

To process these voters, click the arrow next to the Deaths queue item on your Home Screen and click Select.

▼ Deaths	3	<a href="#">List</a>									
Voter Link	Voter ID	Name	Residence Address	City	Zip	DOB	DL #	Status	County	Party	Date Added/Updated
<a href="#">Select</a>	373678	Grosch, Albert L	113 E Main St	Hill City	57745	02/23/1947	00370193	Active	Pennington	IND	04/21/2015
<a href="#">Select</a>	463247	Kelley, Francis A	1115 Quincy St	Rapid City	57701	07/24/1923	00117594	Active	Pennington	REP	04/21/2015
<a href="#">Select</a>	604004	Monfore, Steven Michael	323 Saint Cloud St Apt 5	Rapid City	57701	07/10/1962	01446284	Active	Pennington	REP	04/23/2015

The next screen you will see is the **Death Validation Comparison and Matching** screen.

Much like the Felony Validation Comparison and Matching screen, you will view the **Vital Statistics Data** vs. the **Existing Voter Info** to determine if this is a match or not. If you find the information to match, you will click on the **Match** button. If you do not find enough data to support a match, you will click on the **No Match** button. By clicking the **Match** button, the voter will be moved to a Status of “Unregistered Death” and the Last Registration Date will update to today’s date. If you click on the **No Match** button, the voter will stay the same and nothing will change for the existing voter.

**Death Validation Comparison and Matching**
Close
Next Match

Items in YELLOW on the left side of screen DO NOT match Voter file Info

Match

Date Record was Created: 4/21/2015 Match Confidence

Probable Match

Vital Statistics Data	VS	Existing Voter Info
Date of Death: 4/20/2015		<span>Voter Link</span>
Age: 68		Voter ID: 373678
Date of Birth: 2/23/1947		Date of Birth: 2/23/1947
Last 4 SSN: 7005		Last 4 SSN:
First Name: ALBERT		First Name: Albert
Middle Name:		Middle Name: L
Last Name: GROSCH		Last Name: Grosch
Name Suffix: JR		Name Suffix:
Address: 210 3RD ST		Address: 113 E Main St
City St Zip: MOBRIDGE SD 57601		City St Zip: Hill City SD 57745
		DL #: 00370193

No Match

Voter ID	Name	DL#	SSN	DOB	Age	Last Reg Date	Status	Party	County	Last Voted
22286	◀ Peterson, Donna F ▶			06/24/1930	84	4/24/2015	Unregistered Death	DEM	Lyman	11/4/2014
Voter Info	Edit Voter	Absentee	Voter History	Validate	Imaging	Change Log	Notifications	Add To Race		
Type	Report Date	Response	Employee	Match	Bypass	Date Processed	Note			
Death	04/23/2015	Probable Match	Debra Halverson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4/24/2015 8:12:15 AM		<a href="#">View Record</a>		

## REVIEW – DL & SSN

### Review – DL

The Review – DL queue item in your Home Screen displays voters who have been recently registered or updated and have been flagged by Driver's Licensing as having incorrect information entered (i.e. driver's license number does not match, birthdate does not match, etc.).

To process these voters, click the arrow next to the Review- DL queue item on your Home Screen and click Select.

Review - DL												
5				<a href="#">List</a>								
Voter Link	Voter ID	Name	Residence Address	City	Zip	DOB	DL #	Status	County	Party	Date Added/Updated	
<a href="#">Select</a>	635149	Afroou Diznab, Ashkan	4106 W Valhalla Blvd Apt 27	Sioux Falls	57106-3736	09/25/1990	01157676	Review	Minnehaha	NPA	4/17/2015 11:13:01 AM	
<a href="#">Select</a>	236803	Boyle, Stephen Perry	125 W 29th St	Sioux Falls	57105-3819	11/10/1963	01132092	Review	Minnehaha	DEM	4/17/2015 2:21:50 PM	
<a href="#">Select</a>	635181	Brandeberry, L Dawn	3908 S Terry Ave Apt 297	Sioux Falls	57106-1585	02/04/1938	00023068	Review	Minnehaha	REP	4/17/2015 2:24:31 PM	

The next screen you should see is the **Driver's License Validation** screen.

The column on the left is the information received from **Driver's Licensing**. The column on the right shows the **Existing Voter Info**. The item in yellow on the left side of the screen from Driver's Licensing does not match the information from the voter's file on the right side of the screen. In this example, the date of birth does not match. After you have determined what the correct information should be, you would then edit the information on the right side of the screen and click the **Update Record** button (red box). If you believe the information that you have entered in is correct and there is nothing that needs to be updated, click the **Bypass** button (green box) and the voter will be registered with the information that you have entered. If you wish to send the voter an Invalid or Incomplete notice so the voter can respond with the correct information, click the **Insert as Invalid or Incomplete** button (blue box) and an Invalid or Incomplete Notice will be generated for that voter, which you can print and send.

Driver's License Validation

Close

Next Review

Items in YELLOW on the left side of the screen from the SD Dept. of Driver Licensing DO NOT match the information from your voter's file on the right side of the screen.

If you find an error with the information on the right side of the screen and you need to edit/change your voter's file, you can simply make the corrections below from this screen (rather than going to the voter's Edit Voter tab). After you have typed in your changes below, you can click "Update Record" at the bottom of the screen. Your voter's record will be permanently updated and the record will be re-sent through the checks.

Bypass

Date Record was Created

4/18/2015

Driver's License Data

VS

Existing Voter Info

		Voter ID	635181
Date of Birth	12/4/1938	Date of Birth	2/4/1938
		Last 4 SSN	
First Name*	L	First Name	L
		Middle Name	Dawn
Last Name*	BRANDEBERRY	Last Name	Brandeberry
		Name Suffix	
		Address	3908 S Terry Ave Apt 297
		City St Zip	Sioux Falls SD 57106
DL #	00023068	DL #	00023068

\* First and last name data from driver's license does not have spaces or dashes.

Update Record

OR

Insert as Invalid or Incomplete

There is also another type of Driver's License Validation screen that you may see and that is the **Permanent Resident Alien** validation screen.

**Driver's License Validation**

Close **Next Review**

Bypass

This individual is currently listed by the South Dakota Department of Driver's Licensing as a Permanent Resident Alien. Therefore, this person cannot register to vote, since that is a right guaranteed for only US citizens.

However, this individual may have recently become a citizen and have not yet updated their DL information. Therefore, please confirm their citizenship status before proceeding. You may need to contact the voter and ask them to bring you their naturalization papers as proof of their citizenship.

Date Record was Created 4/18/2015

Driver's License Data	VS	Existing Voter Info
		Voter Link
	Voter ID	635149
	Date of Birth	9/25/1990
	Last 4 SSN	
	First Name	Ashkan
	Middle Name	
	Last Name	Afroou Diznab
	Name Suffix	
	Address	4106 W Valhalla Blvd Apt 27
	City St Zip	Sioux Falls SD 57106
	DL #	01157676

\* First and last name data from driver's license does not have spaces or dashes.

Unregister Voter OR Insert as Invalid or Incomplete

On this screen, there will be no Driver's License Data on the left side of the screen. If you believe the information to be correct and they are a United States citizen, click the **Bypass** button and they will be registered to vote. If you believe that the information is not correct and they are not a United State citizen, click the **Unregister Voter** button. Again, you will want to confirm with the voter if the information that was entered is correct or not. If you are not sure and wish to send the voter an Invalid or Incomplete Notice, click the **Insert as Invalid or Incomplete** button and a notice will be generated for the voter for you to print and send.

To view the next record in your Review – DL queue, click the Next Review button (**orange** box).

### Review – SSN

The Review – SSN queue item in your Home Screen displays voters who have been recently registered or updated and have been flagged by the Social Security Administration (SSA) as having information entered in that does not match the SSA's records.

To process these voters, click the arrow next to the Review- SSN queue item on your Home Screen and click Select.

Review - SSN 1 List											
Voter Link	Voter ID	Name	Residence Address	City	Zip	DOB	DL #	Status	County	Party	Date Added/Updated
<a href="#">Select</a>	635177	Beyan, Deborah Mimi	4304 E 18th St Apt 312	Sioux Falls	57103-3659	01/01/1982		Review	Minnehaha	DEM	4/17/2015 1:39:39 PM

You should then see the SSN Validation screen.

The information on this screen does not match the SSA records and needs to be validated. If you believe the information to be correct, click the **Bypass** button and they will be registered to vote. If you confirm with the voter that the information is not correct, edit the information on the right side of the screen and click on the **Update Record** button. You will want to confirm with the voter if the information you entered is correct or not. If you are not sure and wish to send the voter an Invalid or Incomplete Notice, click the **Insert as Invalid or Incomplete** button and a notice will be generated for the voter for you to print and send.

To view the next record in your Review – SSN queue, click the Next Review button (**orange** box).

You can also view the voter's Imaging tab by clicking the Voter Link button (**black** box).

**SSN Validation**

Close Next Review

Bypass

Response from SSA: No SSN4 Match

Date Record was submitted to SSA for review: 4/18/2015

The following voter data did not match the Social Security Administration records. Please review the information you have submitted and confirm the data in all four fields below is correct. If you need to make any corrections, just type in the field(s) below to edit the voter's information. When you are done making your edits, click "Update Record" below to update the voter's file and resubmit the voter through checks.

Voter ID	635177
Date of Birth	1/1/1982
Last 4 SSN	1671
First Name	Deborah
Last Name	Beyan

Update Record OR Insert as Invalid or Incomplete